

TOWN OF ST. MICHAELS
SIMPLIFIED SITE PLAN REVIEW APPLICATION
(SEE §110-8 of the Code of the Town of St. Michaels)

OFFICE USE ONLY:

FILE NUMBER: _____ FEE: _____

FEE PAID: _____

APPLICATION REC'D – DATE: _____ TIME: _____

PROJECT INFORMATION

(1) PROPERTY OWNER: _____ BUSINESS OWNER: _____

MAILING ADDRESS: _____

TELEPHONE #: _____

(2) PROJECT NAME: _____

(3) PROJECT ADDRESS: _____

(4) TAX MAP: _____ PARCEL #: _____ LOT#: _____

(5) ZONING: _____

(6) PLAN PREPARED BY: COMPANY NAME: _____

REPRESENTATIVE: _____

ADDRESS: _____

PHONE NUMBERS(S): _____, _____

(7) SEWER: COMMUNITY _____

(8) WATER: COMMUNITY _____

(9) HISTORIC: YES _____ NO _____

(10) CRITICAL AREA (CIRCLE) YES / NO ZONE CLASSIFICATION _____

(11) SQUARE FOOTAGE AND USE OF ALL EXISTING AND PROPOSED STRUCTURES:

Use: _____ Existing Square Footage: _____ Proposed: _____

Use: _____ Existing Square Footage: _____ Proposed: _____

Use: _____ Existing Square Footage: _____ Proposed: _____

Use: _____ Existing Square Footage: _____ Proposed: _____

(12) FLOODPLAIN ZONES: YES _____ A B C NO _____

(13) SUMMARY OF PROPOSED: _____

SUBMITTAL REQUIREMENTS:

Enlargement or expansion of structures involving multifamily, commercial, industrial or multiple uses, when such enlargement or expansion is **less than 25% of the gross floor area of all structures on site**, has no adverse impact on approved stormwater management facilities or municipal infrastructures, including utilities, and is in full compliance with all criteria as set forth in Chapter 110 shall be subject to review by the Zoning Inspector or his/her designee utilizing the criteria for a simplified site plan set forth in § 110-7 of this chapter.

§ 110-8. Simplified site plan.

A. A simplified site plan may be submitted in accordance with § 110-2B. The plan shall be prepared in the format (pagination, measurement, and inclusion of North arrow) as prescribed for a preliminary site plan, and shall include at a minimum the following information:

- ___ (1) Boundary drawing of the lot or areas involved;
- ___ (2) Present record owner of the property;
- ___ (3) Vicinity map;
- ___ (4) Location and size of the vehicular entrance to the site;
- ___ (5) Water and sewer facilities, if required;
- ___ (6) Location, dimensions, height, and setbacks of all existing and proposed buildings;
- ___ (7) Location of parking area and number of spaces required;
- ___ (8) Proposed use of the structural addition;
- ___ (9) Compilation of all open space and landscaped areas;
- ___ (10) Landscape plan, which may be prepared by a landscape contractor or licensed landscape professional;
- ___ (11) Other information as requested by the Zoning Inspector; and
- ___ (12) Documentation of no impact on stormwater management facilities and utilities.

APPLICANT’S FAILURE TO ADEQUATELY ADDRESS ALL APPLICATION, AND CHECKLIST ITEMS AND THOSE SPECIFICATIONS SET OUT IN CHAPTER 110 OF THE CODE OF THE TOWN OF ST. MICHAELS, MAY RESULT IN A PROJECT BEING CONSIDERED INCOMPLETE OR INACCURATE. ANY SUCH DEFICIENCIES MAY RESULT IN THE RETURN OF THE APPLICATION WITHOUT PROCEEDING THROUGH THE REVIEW PROCESS.

I HEREBY CERTIFY THAT THIS APPLICATION AND ASSOCIATED PLAN(S) ARE TECHNICALLY CORRECT AND ACCURATE TO THE EXTENT NECESSARY FOR MEETING ST. MICHAELS REQUIREMENTS FOR SKETCH SITE PLAN REVIEW SUBMISSION.

Applicant(s) signature

Date

Applicant(s) Name (Please Print)

BUILDING PERMIT APPLICATIONS SHALL NOT BE SUBMITTED UNTIL FINAL SITE PLAN APPROVAL HAS BEEN GRANTED